Logistics Summary Template

Location of Events	Type of Facility (If applicable)	Number of Events	Number of Participants per Event	Delivery Support	Materials Needed
National – including Puerto Rico	RTF/Computer Labs Most scheduled- Dates in Flux Regional ad hoc- per trainer connection	Minimum14 – Maximum 30 Regional ad hoc- per trainer connection – **Need Number**	40 Maximum Must come up with a cancellation policy across SFA U.	•CAM's •IIS's, •Case managers, •How many trainers and if TOT location can hold them all? •Logistics support	How many Pell total – including Super week? We need an exact number to order (40 X14) Number for off-sites? • Workbook •Jo Ann will order materials for Super Weeks